

APPENDIX – List of Local Validation Requirements published 1st October 2015

INFORMATION ITEM	POLICY DRIVER	TYPES OF APPLICATIONS AND GEOGRAPHIC LOCATION(S) THAT REQUIRE THIS INFORMATION	WHAT INFORMATION IS REQUIRED	WHERE TO LOOK FOR FURTHER ASSISTANCE
1 Affordable Housing Statement	<p>NPPF - paragraphs 47, 50, 54, 89, 159, 173, 174 and 177. To view click here and here</p> <p>CSS Policy CSP6. To view click here</p>	<p>Urban area - developments of 15 or more dwellings as designated in the CSS.</p> <p>Rural area – developments for 10 dwellings or more or those that have a combined gross floorspace of more than 1000 square metres</p> <p>To view proposals map for the above click here</p> <p>Where the proposal is for affordable housing on a “rural exceptions site.”</p>	<ul style="list-style-type: none"> • Details of the numbers of residential units; • the mix of units with nos. of habitable rooms and/or bedrooms; • floor space of habitable areas; • if different levels or types of affordability or tenure are proposed for different units this should be fully explained; • details of any RSL acting as partners in the development 	<p>Affordable Housing SPD. To view click here</p>
2. Agricultural Land Quality Assessment	<p>NPPF - paragraph 112. To view click here</p>	<p>Development involving agricultural land of Grades 1, 2 or 3a.</p>	<p>The Assessment should consider the following issues:-</p> <ul style="list-style-type: none"> • The degree to which soils are going to be disturbed/harmed as part of this development and whether ‘best and most versatile’ agricultural land is involved. This may require a detailed survey if one is not already available. For further information on the availability of existing agricultural land classification (ALC) information see www.magic.gov.uk. Natural England Technical Information Note 049 - Agricultural Land Classification: 	

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2. Agricultural Land Quality Assessment (continued)			<p>protecting the best and most versatile agricultural land also contains useful background information.</p> <ul style="list-style-type: none"> • If required, an agricultural land classification and soil survey of the land should be undertaken. This should normally be at a detailed level, e.g. one auger boring per hectare, (or more detailed for a small site) supported by pits dug in each main soil type to confirm the physical characteristics of the full depth of the soil resource, i.e. 1.2 metres. • The Environmental Statement should provide details of how any adverse impacts on soils can be minimised. Further guidance is contained in the Defra Construction Code of Practice for the Sustainable Use of Soils on Construction Sites 	
3 Air Quality Assessment	<p>NPPF – paragraphs 109, 120 and 124. To view click here</p> <p>CSS Policy SP1, SP3 and CSP1. To view click here</p>	<p>There are three types of development of relevance:</p> <ul style="list-style-type: none"> - major development that may its own bring about on new or increased air quality problems; - specific types of development where impact should be understood in case they bring about an air quality problem; and - small to medium sized development proposed for an area already with an existing air 	<p>A demonstration of the likely changes in air quality or exposure to air pollutants, as a result of a proposed development (including preparation, construction, and demolition phase). Where possible these changes will be quantified, although in some instances a qualitative assessment may be sufficient (in consultation with the Environmental Protection team).</p> <p>Ultimately the planning authority has to use this information to decide the</p>	<p>Planning Practice Guidance – Air Quality. To view click here</p> <p>The Newcastle Under Lyme Air Quality Management areas, Action Plan and AQS. (To be added when confirmed)</p> <p>IAQM construction dust guidance (and mitigation</p>

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3 Air Quality Assessment (continued)		<p>quality problem.</p> <p>These three types are described below.</p> <p>All planning applications which involve development within the Borough (should provide the relevant information by way of an Air Quality assessment):</p> <ul style="list-style-type: none"> • Large residential development. (>100 dwellings or 10K square metres floor space) • Major commercial development (e.g. superstore, commercial development). • Industrial development requiring PPC registration. • Schools and hospitals. <p>The following types of planning applications also require an assessment of air quality, following consultation with the Environmental Protection team:</p> <ul style="list-style-type: none"> • Proposals that include biomass boilers or CHP plant (there is no established criterion for the size of plant that might require assessment. Reference should be made to the Environmental Protection UK's guidance on biomass); • Smaller industrial process (those falling under PCC registration thresholds); <p>In addition, if the following planning application is within an Air Quality Management Area the following developments also require an air quality</p>	<p>“significance” of the air quality impacts, including cumulative impacts in the locality, and thereby the priority given to air quality concerns in determining the application. The assessment therefore needs to provide sufficient information to allow this decision to be made.</p> <p>The proposed assessment methodology should be agreed with the LPA. If a quantitative approach is taken then this will be either a screening or detailed assessment. The basis of the assessment should be to compare the air quality following completion of the development with that expected at that time without the development.</p> <p>Applications within the AQMA will need to consider air quality, both in terms of any increase in levels and in terms of the effect of the exiting levels of air quality on the residents or users of the development itself.</p> <p>A development, particularly one within the AQMA, could be designed to mitigate the impact on, and from, air quality.</p>	<p>guidance) – To view click here</p> <p>IAQM/EPUK Guidance on land use planning and development control: Planning for air quality here</p> <p>Chimney Height Approval Form. To view click here</p> <p>To discuss this in further detail contact the Environmental Protection Team 01782 742590/ envprotection@newcastle-staffs.gov.uk</p>

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3 Air Quality Assessment (continued)		assessment: <ul style="list-style-type: none"> • Small and medium sized residential development (1-99 dwellings and 0 - 10K square metres floor space); • Schools, hospitals and care homes. 		
4 Biodiversity survey and report	NPPF – paragraphs 109, 117, 118, 119 and 192. To view click here and here LP Policies N2, N3 & N4. To view click here	If the application includes the modification, conversion, demolition of buildings and structures (especially roof voids) involving the following: <ul style="list-style-type: none"> • All agricultural buildings particularly of traditional timber framed building (e.g. barn) or traditional farm building. • All buildings with weather boarding, hanging tiles or soffit boxes that are within 200m of woodland and/or water, are close to lines of trees and/or a network of hedges; or to mature gardens, parks, cemeteries or other urban open space. • Pre-1960 detached buildings and structures within 200m of woodland and/or water; • Pre-1914 buildings within 400m of woodland and/or water; • Pre-1914 buildings with gable ends or slate roofs, regardless of location; • All caves, tunnels, mines, kilns, ice-houses, adits, military fortifications, air raid shelters, cellars and similar underground ducts and structures; 	Where survey information is required, the application should be accompanied by: <ul style="list-style-type: none"> • An initial ecological assessment of the site. • Impact on the ecological condition of water courses and bodies. • Full ecological report including likely impact of the proposal and mitigation measures, if required as a result of the initial assessment. <p>Reports should include reference to international statutory sites subject to The Habitats Regulations (ie Special Protection Areas (SPAs), Special Area of Conservation (SACs) and Ramsar sites; Sites of Special Scientific Interest (SSSIs) and National Nature Reserves (NNRs); Local Nature Reserves (LNRs) and local wildlife sites; and Regionally Important Geological Sites (RIGS); legally protected species; biodiversity habitats and species; geological and geomorphological features.</p> <p>If a development is likely to have an</p>	The Wildlife and Countryside Act 1981 (as amended) The Conservation (Natural Habitats etc) Regulations 1994 The Protection of Badgers Act 1992 To access the above legislation click here Circular 06/2005 The Biodiversity and Geological Conservation – Statutory obligations and their impact within the planning system. To view click here Planning for Biodiversity and Geological Conservation: A Guide to Good Practice. To view click here

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4 Biodiversity survey and report (continued)		<ul style="list-style-type: none"> All bridge structures, aqueducts and viaducts (especially over water and wet ground). <p>Proposals involving lighting of churches and listed buildings. Flood lighting of green space within 50m of woodland, water, field hedgerows or lines of trees with obvious connectivity to woodland or water.</p> <p>Proposals affecting woodland, or field hedgerows and/or lines of trees with obvious connectivity to woodland or water bodies.</p> <p>Proposals affecting:</p> <ul style="list-style-type: none"> mature and veteran trees that are older than 100 years; trees with obvious holes, cracks or cavities, trees with a girth greater than 1m at chest height; <p>Proposals affecting quarries and natural cliff faces and rock outcrops with crevices, caves or other fissures.</p> <p>Proposed development affecting any buildings, structures, feature or locations where protected or priority species are known or strongly suspected to be present</p> <p>Where there are no existing great crested</p>	<p>impact on an internationally or nationally designated area (Natura 2000 site, Site of Special Scientific Interest) the application should be supported by a report identifying the interest features of the site that may be affected. A full assessment of the likely effects of the development, and avoidance and or mitigation measures if applicable should be included. It is advisable for applicants to seek advice on the scope of the assessment from Natural England prior to the submission of the application in these circumstances.</p> <p>Assessment/survey information will normally be required on developments that are likely to affect protected species, locally designated sites and priority habitats and species.</p> <p>All surveys should be carried out at an appropriate time of year, employ methods that are suited to the local circumstances and be compliant with published guidance and best practice. It is essential this work is undertaken by a reputable, experienced and suitably licensed ecological consultant. Surveys should aim to identify the following information:</p> <ul style="list-style-type: none"> Description of the proposal – details of the type, scale, location, timing and methodology of the proposed works, including relevant plans, diagrams and 	<p>Planning Practice Guidance – Natural Environment. To view click here</p> <p>The Conservation of Habitats and Species Regulations 2010. To view click here</p> <p>The UK Biodiversity Action Plan. To view click here</p> <p>The Staffordshire Biodiversity Action Plan. To view click here</p> <p>Guidance on Survey Methodology published by the Chartered Institute of Ecology and Environmental Management. To view click here</p> <p><i>Bat surveys – Good Practice Guidelines</i> Bat Conservation Trust 2nd Edition 2012. To view click here</p> <p>Natural England's <i>Experience in Bat Mitigation: Guidance for Ecologists (2013)</i>. To view click</p>

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4 Biodiversity survey and report (continued)		<p>newt records: ponds within 500 m of Major proposals; ponds within 250 m of or Minor proposals; Where there are local records and no barriers to movement all ponds within 500 m of all proposal sites. (Note: A Major proposals is one that is more than 10 dwellings or more than 0.5 hectares or for non-residential development is more than 1000m² floor area or more than 1 hectare)</p> <p>Proposals affecting or within 50 m of rivers, streams, canals, lakes, swamps, reedbeds or other aquatic habitats.</p> <p>Proposals affecting 'derelict' land (brownfield sites), allotments, mature gardens and railway land including bare ground that may support ground-nesting birds or invertebrates.</p> <p>Proposals affecting arable, pasture, semi-natural habitats and uncultivated land.</p> <p>Proposals for wind turbines/farms.</p> <p>Proposals involving previously undeveloped, or long abandoned sites of over ¼ hectares and sites within designated areas (such as Sites of Biological Importance).</p> <p>Planning applications that may affect protected sites or species, habitats or</p>	<p>schedules;</p> <ul style="list-style-type: none"> • Surveys – thorough and robust survey of the development site and any other areas likely to be affected by the proposals; • Impact assessment – clear assessment of the likely impacts of the proposal; • Mitigation strategy – to clarify how the likely impact will be addressed. This should be proportionate to perceived impacts and must include clear site-specific prescriptions rather than vague, general or indicative possibilities and be feasible and deliverable. <p>Biodiversity Opportunity Mapping is encouraged to inform landscape-scale assessment and planning for ecological connectivity.</p> <p>For the Staffordshire Ecological Record click here</p>	<p>here</p> <p>Natural England's Bat Mitigation Guidelines 2006. To view click here</p> <p>Natural England's <i>Great crested newt mitigation guidelines</i> 2001. To view click here</p> <p>Natural England's guidance on wind turbine/farms. To view click here</p> <p>BS42020:2013 Biodiversity "Code of practice for planning and development". To purchase click here</p> <p>Defra/Natural England standing advice for protected species and sites. To view click here</p>

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4 Biodiversity survey and report (continued)		species of principal importance, or significant geological/ geomorphological features require submission of survey and assessment information to show how the proposed development may affect these environmental assets.		
5 Coal Mining Risk Assessment	NPPF – paragraphs 120 and 121. To view click here	All applications (excluding householder) which fall within Coal Mining Referral Areas as defined by The Coal Authority and held by the Local Planning Authority	<p>A Coal Mining Risk Assessment (CMRA) should be prepared by a suitably qualified and competent person. It should contain:</p> <ul style="list-style-type: none"> • Site specific coal mining information including past/present/future underground mining, shallow coal workings, mine entries (shafts or adits), mine gas, within an area which has a current license to extract coal, geological features, any recorded surface hazards, or within a former or present surface mining [old opencast] area. • Identify what risks these coal mining issues, including cumulative effects, pose to the proposed development. • Identify how coal mining issues have influenced the proposed development and whether any other mitigation measures are required to manage those issues and/or whether any changes have been incorporated into the development. • Any development that involves intrusive activities which intersect, 	<p>The Coal Authority website:- www.coal.gov.uk/services/planning</p> <p>The Coal Authority Planning and Local Authority Liaison Department can be contacted by: Telephone: 01623 637119 (direct) Email: planningconsultation@coal.gov.uk</p> <p>Planning Practice Guidance – Land stability. To view click here</p>

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5 Coal Mining Risk Assessment (continued)			disturb or enter any coal seams, coal mine workings or mine entries will require the prior written permission of The Coal Authority.	
6. Design Review	NPPF paragraphs 17, 56, 57, and 63-66. To view click here and here	<p>All major applications</p> <p>Development significantly affecting Newcastle Town Centre</p> <p>Development in a historically or environmentally sensitive area</p> <p>Development with special architectural or environmental qualities.</p>	Full response of an independent design review panel and any further review that has been undertaken. A written statement setting out how the comments received during the design review process have been addressed within the submitted planning application..	<p>Newcastle-under-Lyme Local Plan 2011 and Stoke-on-Trent Urban Design Guidance SPD. To view click here</p> <p>Design Council Document, Design Review – Principles and Practice (2013). To view click here</p> <p>Planning Practice Guidance – Design. To view click here</p>
7 Flood Risk Assessment and Sustainable Drainage	<p>NPPF – paragraphs 99-104 and 192. To view click here and here</p> <p>CSS Policy CSP3. To view click here</p>	<p>a) Flood Risk Assessment Planning applications on sites of 1 hectare or more in Flood Zone 1 and all proposals for new developments located in Flood Zones 2 and 3.</p> <p>b) Sustainable Drainage All Major applications (10 or more dwellings or 1000 sq.m. or more of new floorspace)</p>	<p>a) A Flood Risk Assessment must demonstrate:</p> <ul style="list-style-type: none"> • whether any proposed development is likely to be affected by current or future flooding from any source; • that the development is safe and where possible reduces flood risk overall; • whether it will increase flood risk elsewhere; and • the measures proposed to deal with 	<p>Planning Practice Guidance – Flood Risk and Coastal Change. To view click here</p> <p>The Environment Agency's Flood Maps can be viewed by clicking here</p> <p>The Environment Agency's new development and flood</p>

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7 Flood Risk Assessment and Sustainable Drainage (continued)			<p>these effects and risks.</p> <ul style="list-style-type: none"> • designs which reduce flood risk to the development and elsewhere, by incorporating sustainable drainage systems and where necessary, flood resilience measures; and identifying opportunities to reduce flood risk, enhance biodiversity and amenity, protect the historic environment and seek collective solutions to managing flood risk. • Sequential and Exception tests may be required for all development in Flood Zones 2 and 3 other than changes of use. <p>b) Details must also accompany all Major planning applications setting out how Sustainable Urban Drainage Systems (SUDS) are proposed to be incorporated in the scheme and should clearly demonstrate that the scheme is consistent with the relevant planning policies; in addition to details of how the SUDS will be maintained and protected in the long term.</p> <p>The eleven minimum requirements for the content of a FRA are set out in Planning Practice Guidance (March 2014)</p>	<p>risk standing advice. To view click here</p> <p>RSPB and WWT 'Sustainable Drainage systems – Maximising the potential for people and Wildlife'. To view click here</p> <p>The Environment Agencies Sustainable Drainage Systems (SUDS) – A Guide for Developers. To view click here</p>

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8 Heritage Asset Statement	<p>NPPF – paragraphs 128-141. To view click here</p> <p>CSS Strategic Aim 13 & Policy CSP2. To view click here</p> <p>LP Policies B2, B3, B4, B5, B6, B7, B9, B10, B11, B12, B13 & B14 To view click here</p>	<p>All development affecting heritage assets which includes;</p> <ul style="list-style-type: none"> proposals in or adjacent to a designated Conservation Area. proposals directly or indirectly affecting a statutory Listed Building (Grade I, II* or II). directly or indirectly affecting an archaeological asset or scheduled ancient monument. proposals affecting registered parks and gardens. proposals affecting buildings/structures identified on the register of locally important buildings and structures. If located within Historic Urban Character Areas 1, 2, 5, 6, 8, 11, 18 and 25 as identified in Newcastle-under-Lyme Extensive Urban Survey (2009) If located in Historic Urban Character Areas 2, 4, 6, 7, 9 and 10 of Betley as identified in the Betley Historic Character Assessment (2012) 	<p>The statement should provide/evaluate the following:-</p> <ul style="list-style-type: none"> A description of the significance of the heritage asset/s affected and the contribution of its setting to the significance. The statutory list description or historic environment record. How the proposal contributes positively to the special interest, character and appearance of the heritage asset. Impact of the loss or alteration of property or feature e.g. wall, which makes a positive contribution to the special interest, character and appearance of the heritage asset. Impact of any proposed new buildings on the special interest, character and appearance of the heritage asset. Justification for demolition of all or part of the historic asset. Justification for the scale, massing, siting, layout, design and choice of materials, and impact of these on the special interest, character and appearance of the heritage asset. Justification for the proposed use and impact on the special interest, character and appearance of the heritage asset in terms of anticipated levels of traffic, parking and other activity that would result. 	<p>Planning Practice Guidance – Conserving and Enhancing the Historic Environment). To view click here</p> <p>Conservation Area boundaries and completed Conservation Area Appraisals and Management Plans. To view click here</p> <p>Listed Buildings in Newcastle. To view click here</p> <p>List of scheduled ancient monuments. To view click here</p> <p>Register of Locally Important Buildings and Structures in Newcastle under Lyme. To view click here</p> <p>Historic England's website. To view click here</p> <p>Historic Environment Record. To view click here</p>

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8 Heritage Asset Statement (continued)			<ul style="list-style-type: none"> • A schedule of works for new or restored features of architectural and historic importance. • Mitigation for loss of all or part of a historic asset such as preservation by record or relocation elsewhere. <p>Where the development has the potential to impact archaeological remains as a minimum a desk based assessment should be provided summarising the following;</p> <ul style="list-style-type: none"> • Justification for development affecting a Scheduled Ancient Monument or other archaeological remains of potential national importance. • The historic development of the site and surrounding area. • The nature and extent of the above- and below-ground remains known/ likely to be present. • The impact that the proposed development is likely to have on surviving assets. <p>In some cases the developer may need to submit a proposed written scheme of investigation. Early consultation with Staffordshire County Council Historic Archaeologist is advised to determine the need for and scope of any such archaeological works. As a minimum the Historic Environment Record (HER) which</p>	

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8 Heritage Asset Statement (continued)			<p>is maintained by Staffordshire Council should be consulted.</p> <p>Where a Character Appraisal or Conservation Area Document has been prepared for the Conservation Area, applicants will be expected to have regard to this when evaluating the impact of a proposal on the area.</p> <p>The above information can be included within the design and access statement when this is required.</p> <p>Early consultation with Historic England is required where an applicants' scheme has the potential to directly impact upon a Grade I and II* Listed Buildings, Scheduled Monuments or their settings; Grade I and II* Registered Parks and Registered Battlefields. In the case of Grade I and II* Registered Parks the applicant should also consult with the Garden History Society at the earliest opportunity.</p>	
9 Land Contamination Assessment – Preliminary Risk Assessment	NPPF – paragraphs 109 and 120-122. To view click here and here	All applications (excluding householder developments) where land contamination can reasonably be expected to be found on or adjacent to the development site (e.g. activities for which DOE industry profiles have been developed, active or closed landfill sites within 250 metres of	Where contamination is known or suspected to be present, or the proposed development is particularly sensitive, the applicant should provide sufficient information to determine whether the proposed development can proceed.	<p>The Environment Agency's guidance on land contamination. To view click here</p> <p>DoE Industry Profiles. To view click here</p>

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9 Land Contamination Assessment – Preliminary Risk Assessment (continued).	LP Policies E4, E5, E11, and H9. To view click here	<p>the development site, coal seams under the development site, areas of infilled land, petrol stations, industrial land, waste sites, transport depots and yards, cleared sites, agricultural to residential conversions).</p> <p>Contact the Environmental Health Division for further advice.</p>	<p>The minimum requirement to enable validation of a planning application is a land contamination assessment that includes:</p> <ul style="list-style-type: none"> ➤ A desk study ➤ A site reconnaissance (walk over) ➤ A preliminary risk assessment that identifies the sources, pathways and receptors, including a conceptual site model. <p>Where the land contamination assessment identifies the potential for contamination to be present, a site investigation may be required to confirm the site conditions.</p> <p>Where contamination poses an unacceptable risk, developers will need to demonstrate that those risks will be successfully addressed via remediation.</p> <p>Remediation works will require verification to confirm their success.</p>	<p>BS 10175:2011 Investigation of potentially contaminated sites. Code of practice. To view click here</p> <p>A Guide for the Redevelopment of Land Affected by Contamination in Staffordshire. To view click here</p> <p>Newcastle Borough Council's Contaminated Land Strategy. To view click here</p> <p>Newcastle Borough Council's contaminated land web pages. To view click here</p> <p>Planning Practice Guidance – Land affected by contamination. To view click here</p>
10 Landscape/ Visual Impact Assessment	NPPF – paragraphs 58, 59 and 109 To view click here and here	<p>Applications involving Major development in the rural area.</p> <p>To view interactive proposals map click here</p>	<p>Having regard to the 'Planning for Landscape Change', the following should be provided:</p> <ul style="list-style-type: none"> • an analysis of the existing landscape form and features, including the wider setting as appropriate. 	<p>Planning for Landscape Change SPG. To view click here</p> <p>Newcastle-under-Lyme Local Plan 2011 and Stoke-</p>

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10 Landscape/ Visual Impact Assessment (continued).	<p>CSS Strategic Aim 13 & Policies ASP6, CSP1 & CSP4. To view click here</p> <p>LP Policies N14, N16, N17, N18, N19, N20, N21& N22. To view click here</p>		<ul style="list-style-type: none"> • a description of how the proposal will pay due regard to and integrate with the existing landscape. • A description of landscape improvement measures associated with the development. • drawings showing as appropriate, contours, spot heights and sections, vegetation cover and other features. • photos together with a plan showing locations and directions taken from. <p>Assessments should be based on good practice guidelines</p>	<p>on-Trent Urban Design Guidance SPD. To view click here</p> <p>Best practice. To view click here</p> <p>Landscape Institute and Institute of Environmental Management and Assessment (3rd Edition consultation draft): Guidelines for Landscape and Visual Impact Assessment. here</p> <p>Landscape Institute Advice Note 01/11 'Photography and Photomontage in Landscape Visual Impact Assessment'. To view click here</p> <p>Planning Practice Guidance – Natural Environment. To view click here</p>
11 Landscape Master Plan	NPPF – paragraphs 58 and 59 To view click here	<p>Applications involving Major development.</p> <p>Applications (other than for householder development) in or adjacent to the Green Heritage Network and in the rural area. To view interactive proposals map click</p>	Development proposals meeting the criteria in the previous column will be required to be supported by a Landscape Masterplan which must be fully integrated with proposals for ecological enhancement.	<p>Planning for Landscape Change SPG. To view click here</p> <p>Newcastle-under-Lyme Local Plan 2011 and Stoke-</p>

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INFORMATION ITEM	POLICY DRIVER	TYPES OF APPLICATIONS AND GEOGRAPHIC LOCATION(S) THAT REQUIRE THIS INFORMATION	WHAT INFORMATION IS REQUIRED	WHERE TO LOOK FOR FURTHER ASSISTANCE
11 Landscape Master Plan (continued)	<p>CSS Strategic Aim 13 & Policies ASP6, CSP1 & CSP4. To view click here</p> <p>LP Policies N14, N16, N17, N18, N19, N20, N21 & N22. To view click here</p>	here	Schemes should include landscaping zones and schedule of likely species and proposals for the long term management and maintenance of such areas. Where contamination is found developers will need to demonstrate in the Land Contamination Assessment that unacceptable risk from it will be successfully addressed through remediation without undue environmental impact during and following development.	on-Trent Urban Design Guidance SPD. To view click here
12 Noise and Vibration Assessment	<p>NPPF – paragraph 123. To view click here</p> <p>CSS Policy SP3. To view click here</p>	<p>All applications involving wind turbines.</p> <p>All applications likely to have an impact on noise and/or vibration-sensitive development(s),</p> <p>All applications likely to have an impact on noise and/or vibration-sensitive locations.</p> <p>All applications that introduce or expose</p>	<p>Applicants are advised to seek specialist expertise and to discuss their proposals in the first instance with the Borough Council's Environmental Health Division on 01782 742571 at an early stage in the design and planning process to establish whether a Noise and Vibration Appraisal is required to be submitted alongside the planning application.</p> <p>Guidance, procedures, recommendations</p>	<p>Noise Policy Statement for England (March 2010). To view click here</p> <p>WHO 'Guidelines for Community Noise Exposure (For external recreational areas and night time LAMax levels). To view click here</p>

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12 Noise and Vibration Assessment (continued).		noise and/or vibration-sensitive development(s) into areas and locations where noise and/or vibration is likely to have an adverse impact.	<p>and information to assist in the completion of a suitable noise and/or vibration survey and assessment may be found in the policies and guidance set out in the adjacent column. Additional technical information in support of proposed noise surveys will be available from the Environmental Health Division.</p> <p>Change of use applications which propose noise sensitive uses adjacent to sources of noise or for uses that would in themselves be a noise source adjacent to noise sensitive uses such as houses, hospitals and schools should include sound insulation and associated ventilation arrangements/measures in a supporting statement.</p>	<p>BS 4142: 1997 “Method for Rating Industrial Noise Affecting Mixed Residential and Industrial Areas.” To view click here</p> <p>BS8233: 1999 Sound Insulation and Noise Reduction for Buildings: Code of Practice. To view click here</p> <p>BS5228 – 1:2009 – Noise and vibration control on construction and open sites. Noise. To view click here</p> <p>BS5228-2:2009 Noise and vibration control on construction and open sites. Vibration. To view click here</p> <p>BS6472-1:2008 Guide to the evaluation of human exposure to vibration in buildings. Vibration sources other than blasting. To view click here</p> <p>Planning Practice Guidance – Noise. To view click here</p>

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13 Open Space Assessment	<p>NPPF – paragraphs 73, 74 and 77. To view click here</p> <p>CS Policy CSP5. To view click here</p> <p>LP Policy C4. To view click here</p>	<p>Any development affecting existing areas of open space, sport/recreational facilities.</p> <p>Any development involving 10 or more dwellings.</p>	<p>If the development affects existing areas of open space or sport/recreational facilities and the Council has not got a robust and up-to-date assessment it must be demonstrated through an independent assessment that the land or buildings are surplus to local requirements.</p> <p>Plans must be provided showing any areas of existing or proposed open space within or adjoining the application site and any access links, equipment, facilities, landscaping to be provided on open space areas.</p> <p>Where open space facilities are proposed to be provided on-site or in-kind you must define them in the application and provide a statement to accompany the planning application setting out:</p> <ul style="list-style-type: none"> • A maintenance specification for the works • how the facility will be initially installed and subsequently maintained to the submitted specification for at least 10 years <p>Where open space facilities cannot be provided entirely on-site or can only be provided on-site in part, you will be expected to make a financial contribution through a Planning Obligation.</p>	<p>Assessing Needs and Opportunities: A Companion Guide to PPG17. To view click here</p> <p>Sport England's "Active Places" and "Active Places Power". To access click here</p> <p>North Staffordshire Green Space Audit and Green Space Strategy To view the above click here</p> <p>Planning Practice Guidance – Open space, sports and recreation facilities, public rights of way and local green space. To view click here</p>

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14 Parking Provision Details	<p>NPPF – paragraphs 32, 35, 39 and 40. To view click here</p> <p>LP Policies H4 & T16. To view click here</p>	<p>On outline applications where layout is not reserved for subsequent approval.</p> <p>All other applications involving parking provision.</p>	<p>For outline applications when providing the mandatorily required information on use, the area or zone within the site that is to be used for parking is to be identified and the level of parking provision shall be specified.</p> <p>In all other cases details of the parking layout and access must be providing on the site/block plan.</p>	<p>Car parking: What works where originally published by English Partnerships (now Homes and Communities Agency). To view click here</p> <p>Newcastle-under-Lyme Local Plan 2011 and Stoke-on-Trent Urban Design Guidance SPD. To view click here</p> <p>Design Council's Building for Life 12 – Section 10 Car Parking. To view click here</p> <p>The Chartered Institution of Highways & Transportation and Institute of Highways Engineers Guidance Note: Residential Parking. To view click here</p> <p>University of Huddersfield – Impact of Design and Layout of Car Parking on Crime and Anti-social Behaviour. To view click here</p>

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15 Photographs/ Photomontages and/or Computer Generated Images and 3D models	<p>NPPF paragraphs 17, 56, 57, 64, and 128. To view click here</p> <p>CS Strategic Aim 16 & Policies ASP4, ASP6 & CSP1. To view click here</p>	<p>Photographs/photomontages are required as follows;</p> <ul style="list-style-type: none"> • for or all Major development • All development affecting an above ground heritage asset <p>Computer generated images and 3D models will only be required in exceptional circumstances where the scale of the development or the sensitivity of the site justify it.</p>	Sufficient detail of the wider site context to demonstrate an understanding of the place and local circumstances within which the proposed development is to be located and which can help to show how large developments, or developments in sensitive locations, can be satisfactorily integrated within the street scene and good design.	<p>By Design: Urban Design in the Planning System - Towards Better Practice (May 2000). To view click here</p> <p>Newcastle-under-Lyme Local Plan 2011 and Stoke-on-Trent Urban Design Guidance SPD. To view click here</p> <p>Landscape Institute Advice Note 01/11 'Photography and Photomontage in Landscape Visual Impact Assessment'. To view click here</p>
16. Statement of Agricultural Need	NPPF – paragraphs 28, 112 and 120. To view click here and here	All new agricultural workers dwellings.	<p>An application should be accompanied by a statement demonstrating the need for the dwelling. The statement should include the following information:-</p> <ul style="list-style-type: none"> • Size of agricultural holding on which the building is to be erected. • Details of any additional rented land, these details should include the basis on which the land is rented (i.e. how long it has been rented for, including start and end contract dates and what type of contract there is for each piece 	

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16 Statement of Agricultural Need (continued)			<p>of land).</p> <ul style="list-style-type: none"> • Details of other buildings used, including those on the rented land (details should include the floor space of the building and what each part of the building is currently used for). • Details of the number of animals kept at the site (where relevant). • Details of those employed at the site, and whether this is on a full or part time basis and their only source of income. • Details of how long the unit and agricultural activity have been established for. • Demonstration of the length of time that the agricultural business has been established, that it is currently financially sound and has been profit for at least ` year. • The need cannot be meant by another existing dwelling on the unit, or any other existing accommodation in the area which is suitable and available for occupation by the workers concerned. 	
17 Statement of Community Involvement	<p>NPPF – paragraphs 188 and 189. To view click here</p> <p>LPA's Statement of Community</p>	All Major applications, major change of use application	A statement setting out how the applicant has complied with the requirements for pre-application consultation set out in the local planning authority's adopted statement of community involvement and demonstrating that the views of the local community have been sought and taken	

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17 Statement of Community Involvement (continued)	Involvement. To view click here		into account in the formulation of development proposals.	
18 Structural Survey	LP Policies H9 & E12. To view click here	<p>Development involving the reuse of rural buildings</p> <p>All applications for the demolition of listed buildings and unlisted buildings within the Conservation Area</p>	<p>The statement should include full details of the structural integrity of all elements of the building to be converted or demolished and outline any repairs or demolition works necessary to facilitate the conversion.</p> <p>Where the application will lead to substantial harm to or total loss of significance the statement should seek to demonstrate;</p> <ul style="list-style-type: none"> • The substantial harm to or loss of significance is necessary in order to deliver substantial public benefits that outweigh that harm or loss. • The nature of the heritage asset prevents all reasonable use of the site; and • No viable use of the heritage asset itself can be found in the medium term that will enable its conservation; and • Conservation through grant-funding or some form of charitable or public ownership is not possible; and • The harm to or loss of the heritage asset is outweighed by the benefits of bringing the site back into use. 	

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18 Structural Survey (continued)			A marketing report where the demolition of a designated asset is proposed on economic grounds.	
19. Tele-communications Developments – supplementary Information	<p>NPPF – paragraphs 45 and 46. To view click here</p> <p>LP Policy T20. To view click here</p>	All applications.	<p>Statement including:</p> <ul style="list-style-type: none"> • The area of search, • details of any consultation undertaken, • details of the proposed structure, and • technical justification and information about the proposed development. • Evidence that the applicant has explored the possibility of erecting antennas on an existing building, mast or other structure. <p>Planning applications should also be accompanied by a signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-ionizing Radiation Protection (ICNIRP) taking into account existing masts or base stations and the cumulative exposure arising when operational.</p>	Code of Practice on Mobile Network Development (2002). To view click here
20 Town Centre Uses – Evidence to accompany applications	NPPF – paragraphs 23-27. To view click here	Main town centre uses that are not in an existing centre and not in accordance with the Development Plan other than small scale rural offices or other small scale rural development.	<p>A sequential assessment for all applications for main town centre uses..</p> <p>An impact assessment for any application for retail, leisure and office development</p>	Planning Practice Guidance – Ensuring the vitality of town centres. To view click here

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20 Town Centre Uses – Evidence to accompany applications (continued)	CS Policy ASP5. To view click here LP Policy R12. To view click here		which is over 2,500sqm. Of floorspace or any threshold that is set in the Development Plan.	
21 Transport Assessment (referred to as number 22 in the report)	NPPF – paragraph 32. To view click here	All applications likely to generate significant traffic movements.	<p>The coverage and detail of the TA should reflect the scale of the development and the extent of the transport implications of the proposal. For smaller schemes the TA should simply outline the transport aspects of the application, while for Major proposals, the TA should illustrate accessibility to the site by all modes of transport, and the likely modal split of journeys to and from the site. It should also give details of proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking associated with the proposal, and to mitigate transport impacts.</p> <p>Applicants are advised to seek specialist expertise and to discuss their proposals with the Highway Authority (Highways England for motorways and trunk roads/Staffordshire County Council for all</p>	<p>Guidance on Transport Assessment, published by the Department for Transport (March 2007) – to view click here</p> <p>Manual for Streets. To view click here</p> <p>Manual for Streets 2 (not available electronically)</p> <p>Planning Practice Guidance – Travel plans, transport assessments and statements in decision-taking. To view click here</p>

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21 Transport Assessment (continued)			other roads) at an early stage in the design process.	
22 Travel Plan	NPPF – paragraph 36. To view click here	All applications likely to generate significant traffic movements.	Applicants are advised to seek specialist expertise and to discuss their proposals with the Highway Authority (Highways England for motorways and trunk roads/Staffordshire County Council for all other roads) at an early stage in the design process.	DfT The Essential Guide to Travel Planning (March 2008) To view click here DfT Good Practice Guidelines: Delivering Travel Plans Through the Planning Process (2000). To view click here Planning Practice Guidance – Travel plans, transport assessments and statements in decision-taking. To view click here
23 Tree Survey/ Arboricultural Implications Assessment	NPPF – paragraph 118. To view click here LP Policies N12, N14 & B15. To view click here	Any site where there are trees which are the subject of a Tree Preservation Order either on or overhanging the application site Any site within a Conservation Area where there are trees either on or overhanging the application site Any site where there are trees within the	All trees to be numbered on the site plan, with details of their species, age, condition, works proposed and need for works set out on an accompanying schedule. A schedule to the survey must include: <ul style="list-style-type: none"> • List of all trees or groups along with • A reference number • Species 	BS5837:2012 Trees in Relation to Design, Demolition and Construction. Recommendations. To view click here

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23 Tree Survey/ Arboricultural Implications Assessment (continued)		application site, or on land adjacent to it that could influence or be affected by the development (including street trees).	<ul style="list-style-type: none"> • Height in metres • Stem diameter in millimetres at 1.5m above ground level. • Branch spread of the four cardinal points to derive an accurate representation of the crown (to be recorded on the tree survey plan) • Height in metres of crown clearance above ground level • Age class • Physiological condition • Preliminary management recommendations, estimated remaining contribution in years • Category Rating. <p>Full guidance on the survey information, protection plan and method statement that should be provided with an application is set out in the current BS5837 'Trees in relation to construction – Recommendations'. Using the methodology set out in the BS should help to ensure that development is suitably integrated with trees and that potential conflicts are avoided.</p>	
24 Ventilation/ Extraction and Flues	NPPF – paragraphs 109, 120, 123 and 124. To view click here	Where ventilation or extraction equipment is to be installed, including proposals for the sale or preparation of cooked food, and commercial premises requiring dust and/or odour extraction, cooling or air handling.	The submitted plans should include details of the external appearance and written details outlining the technical specification of the proposed plant. The technical specifications shall include:	Guidance on the Control of Odour and Noise from Commercial Kitchen Exhaust Systems (2005). To view click here

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24 Ventilation/ Extraction and Flues (continued)			<ul style="list-style-type: none"> • A schematic of the proposed ducting showing the location of all components (fans, filters, silencers, etc) and the position on the building. • The noise levels generated by the fan in decibels (dB) at the specified distance (ie 1.0m/3.0m/ etc) • Details of the means of mounting the ducting to the structure including details of all anti-vibration measures proposed. • Locations, design and appearance of external flues. • Arrangements to reduce odours to an acceptable level to safeguard existing amenity. 	Newcastle-under-Lyme Local Plan 2011 and Stoke-on-Trent Urban Design Guidance SPD. To view click here
25 Site Waste Management Plan (SWMP) for non-waste related development	<p>National Planning Policy for Waste. To view click here</p> <p>SSJWLP Policies 1.2 and 4.1 To view click here</p>	All applications involving major development.	<p>Major development proposals should:</p> <p>i. Use /Address waste as a resource;</p> <p>ii. Minimise waste as far as possible;</p> <p>iii. Demonstrate the use of sustainable design and construction techniques, i.e.: resource-efficiency in terms of sourcing of materials, construction methods, and demolition;</p> <p>iv. Enable the building to be easily decommissioned or reused for a new purpose; and enable the future recycling of the building fabric to be used for its</p>	<p>Site Waste Management Plans Regulations 2008. To view click here</p> <p>Site Waste Management Plans: guidance for construction contractors and clients. To view click here</p> <p>Waste Management and Recycling Planning Practice Guidance Note. To view click here</p>

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25 Site Waste Management Plan (SWMP) for non-waste related development (continued)			<p>constituent material;</p> <p>v. Maximise on-site management of construction, demolition and excavation waste arising during construction;</p> <p>vi. Make provision for waste collection to facilitate, where practicable, separated waste collection systems; and,</p> <p>vii. Be supported by a site waste management plan.</p> <p>Applicants are encouraged to use the waste auditing and benchmarking tools/SWMP templates developed by BRE and WRAP (examples of free templates provided if you click here and https://www.smartwaste.co.uk/swmp/login.jsp)</p>	<p>Planning Practice Guidance – Waste. To view click here</p>

List of Abbreviations

AADT - annual average daily traffic
 AQMA – Air Quality Management Areas
 BRE – Building Research Establishment
 CSS - Newcastle-under-Lyme and Stoke-on-Trent Core Spatial Strategy 2006-2026
 Defra - Department for Environment, Food and Rural Affairs EIA – Environmental Impact Assessment
 DfT – Department for Transport
 HGV – Heavy Goods Vehicle
 LP - Newcastle-under-Lyme Local Plan 2011
 NPPF – National Planning Policy Framework (March 2012)
 RSPB – Royal Society for the Protection of Birds
 SPD – Supplementary Planning Document
 SSJWP – Staffordshire and Stoke-on-Trent Joint Waste Local Plan 2010-2026

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SWMP – Site Waste Management Plan
TA – Transport Assessment
WHO – World Health Organisation
WWT – World Wildlife Trust